



**CITY OF NEWARK  
DELAWARE**

**CITY OF NEWARK  
REQUEST FOR PROPOSAL (RFP) NO. 20-01  
MUNICIPAL PLANNING SERVICES**

**ADDENDUM #1  
MARCH 4, 2020**

**NOTICE TO BIDDERS**

- A.** This addendum is issued to all registered plan holders pursuant to the conditions of this contract. This addendum serves solely to answer questions asked by potential RFP responding vendors during the Request for Information (RFI) period, which ended at 5:00 p.m. on March 3, 2020.
- B.** The proposing vendors shall acknowledge receipt of this addendum with their submitted proposal.
- C.** The date for receipt of proposals is unchanged by this addendum.
- D.** The following are attached to this addendum:
  - 1. Responses to questions proposed during the RFI period.

**1. Responses to questions asked during the RFI period:**

Question #1	Due to the breadth of the scope requirements, would the City accept proposals from firms to provide most but not all of the services requested? If yes, would the submitting firm have the opportunity to receive maximum category points?
Response #1	Yes, the City will accept proposals from firms that provide most but not all of the services requested. Given the breadth of the requested services, the submitting firm will be scored based on the services that it is proposing to fulfill so it will have the opportunity to receive maximum category points.
Question #2	Newark's website lists the adoption of the 2018 IFC Code, the NFPA Fire Prevention Code, & the Delaware State Fire Prevention Code. Will the team be required to provide plan review services according to these Fire Codes or will Newark's City Fire Marshal be performing these Plan Review Services?
Response #2	Should the services to provide plan review for Fire be requested, then the review shall be done according to the 2018 IFC Code that the City recently adopted with amendments.
Question #3	Newark's website lists the adoption of the 2018 IPC, 2018 IMC, 2018 IECC & the 2018 IFGC Codes. Should the team assume we that we will provide plan review services for these items?
Response #3	Should building permit review services be requested, then this review will be done according to the 2018 IPC, 2018 IMC, 2018 IECC & the 2018 IFGC Codes that were recently adopted with amendments.
Question #4	Newark's website did not list any electrical requirements for projects. Should the team assume that we <u>will not be required</u> to review projects for compliance with electrical requirements and that these services will be performed by independent electrical inspection agencies, or should the AECOM team assume that we will be providing these services?
Response #4	Compliance with electrical requirements is performed by independent electrical inspection agencies. Should building permit review services be requested, review for electric requirements will not be necessary.
Question #5	The RFP lists <b>Project Tracking</b> as one of the services to be provided. Does the City currently use any specific project/permit tracking software?
Response #5	No.

**END OF DOCUMENT**